

**COMMISSION ON AGING AND DISABLED
REGULAR MEETING
JUNE 3, 2015**

MEMBERS PRESENT

William DeMaio
Karen Brecher
Greg Stelmak
Tillie DeMaio
Patricia Hanbury

MEMBERS ABSENT

Stein Ramstad
Margaret Antinerella
Maureen Lynch
Jerilyn Nagel

STAFF

Dianne Stone
Gail Whitney

ALSO PRESENT

Charles Francolino

I. CALL TO ORDER

William DeMaio called the meeting to order at 6:18 PM.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

Charles Francolino congratulated Bill DeMaio on his new position as the Newington Parks and Recreation Superintendent.

IV. APPROVAL OF MINUTES

MOTION: Greg Stelmak made a motion to accept the minutes May 6, 2015, Karen Brecher seconded the motion, all were in favor, and the motion to accept the minutes was passed unanimously with a 5-0 vote.

V. STAFF REPORT

Dianne reported that May was a very busy month: the 6th Annual Senior Prom was held with 40 members from the Center attending; cupcake decorating; Diabetes Pharmacy program; protecting eyes as you age; Lunch & Learn on the basic signs of dementia; a CT Fastrak ride from the Center to West Farms Mall and back to the Center; Daniele Herbert from WayToGoCT; Volunteer Dinner on May 26th with staff assistance from the Department of Human Services, Parks and Recreation, and Tax Assessor's office; manicure on May 27th, and a movie on the big screen on May 29th. June programs will include Chair Yoga (\$25 session fee), Strawberry Shortcake Social, summer picnic.

There is approximately \$81,730 in the four revenue accounts which include the coffee shop, the gift shop, membership, and donation accounts. The coffee shop usually runs at a loss, however it has been making some money.

The Accreditation process, and the peer review will take place this summer and there are some expenses for this. **MOTION: Karen Brecher made a motion to allocate up to \$3,000 to cover any costs related to the accreditation and peer review process, Pat Hanbury seconded the motion, all were in favor, and the motion passed unanimously.**

Dianne attended the White House Conference on Aging Regional Forum, and on the way back to Connecticut she sat with the Connecticut Commissioner from the Department of Aging and was able to have an interesting conversation.

The computers have been installed in the computer room.

Deborah Thompson has been hired as a part-time staff person. Deborah is fluent in American Sign Language and assisted with a program for the Deaf Seniors group on self-management of chronic disease.

The National Institute of Senior Centers will hold a joint conference in September in Indiana at the Bob Pittman Institute. **MOTION: Greg Stelmak made a motion to allocate up to \$1,500 for Dianne Stone to attend the National Institute of Senior Centers conference, Karen Brecher seconded the motion, all were in favor, and the motion passed unanimously with a 5-0 vote.**

A. Door Counters

There was no report.

VI. MONTHLY TOWN MANAGER'S REPORT

The Town Manager's report was distributed to the Commissioners.

VII. CLUB UPDATES

Charles Francolino reported that AARP 697 concluded their activities until September, and at this time have 135 members. There will be no luncheon in June, but will hold one in December. They are looking for a new trip coordinator so the organization can continue in the future.

With regard to the Tax Aide Program, Charlie thanked Dianne and her staff for all of their assistance with holding the program for many years, taking appointments, sending out notices. Dianne commented that it is a good partnership.

Dianne stated that if there is no volunteer for a trip coordinator, they are looking to negotiate with French's Travel who works with Conway Tours to assist with planning trips for seniors.

The Senior Club held their last meeting on Monday and had their installation of officers. Their membership has dwindled. Bingo is now held weekly.

VIII. OLD BUSINESS

A. Self-Assessment

Dianne reported that the Self-Assessment/Strategic Planning is wrapping up. She reviewed each standard. The Purpose and Planning Standard has set a new mission statement, and is working on a planning document.

The new framework has eight dimensions of well-being: physical, social, environmental, financial, spiritual, purpose, emotional, and intellectual, however after much discussion the spiritual framework will be absorbed under purpose and emotional. The Community Connections Standard is working well with collaborating with over 30 organizations, however will continue to work with other town departments to meet the Governance Standard. The Center's Information and Referral Center is going strong and very well received. A marketing plan will continue to be reviewed. The Administration and Human Resources Standard will see part time job descriptions formally updated. The Volunteer Management Standard will focus on the importance of the unpaid staff and all that they do. A grant from the Hartford Foundation will be sought for the volunteer program. The Program Development and Implementation meets standards, and a survey will be sent with the membership renewal forms asking for suggestions of the membership. The Evaluation Standard is looking to evaluate outcomes of programs, and how to evaluate these programs to make an impact. Fiscal and Asset Responsibility Standard is solid and are looking at new sources of support. Records and Report Standard is looking at staff and participants records and what needs to be kept. Facility and Operations Standard shows that any real work has been done in terms of renovations, but will look at curb appeal, lighter tables in meeting rooms, and technology integration. To summarize, marketing needs to be increased so people know about programs, the Commission on Aging and Disabled may look at developing conflict of interest statement, preparing a profile of skills, and ByLaws. Dianne asked the Commissioners to submit ideas for Strengths/Weaknesses/Opportunities/Threats. Newington's population is 32% for 55 and older, and 25% for 60+; boomers are considered 51-69 years of age. The Senior and Disabled Center will need to set goals and action plans for each year. Overall the Self-Assessment/Strategic Planning process has gone very well with assistance from staff, the Commission, community, membership, and town departments.

B. Transportation

There was no report.

C. Housing Study

There was no report.

IX. NEW BUSINESS

There was no New Business.

X. AGENDA FOR SEPTEMBER MEETING

There were no changes.

XI. PUBLIC PARTICIPATION

Bill commented that it has been a pleasure serving on the Commission on Aging and Disabled for many, many years, and he hopes he is able to continue. He thanked the Commissioners and Dianne for all that they do.

XII. ADJOURNMENT

MOTION: Greg Stelmak made a motion to adjourn, Karen Brecher seconded the motion, all were in favor, and the motion was unanimously passed with a 5-0 vote at 8:15 P.M.

Respectfully Submitted,

Gail Whitney, Commission Clerk